

MCRC FROST CALL 019-02 DATED 28 FEBRUARY 2002

From: Commanding General, Marine Corps Recruiting Command

Subj: RETURN OF ALL DOD CLEARANCE INVESTIGATION WORK TO
DEFENSE SECURITY SERVICE (DSS) FROM THE OFFICE OF
PERSONNEL MANAGEMENT (OPM) EFFECTIVE 1 APRIL 2002

Ref: (a) "DRAFT" CNO msg of 27 February 2002

1. Purpose. To inform the Marine Corps Recruiting Command of the pending return to DSS of all DoD Clearance Investigation work from OPM, and allow the RS/RSS's time to facilitate this change.

2. Background. MCRC Frost Call 021-01 dated 11 May 01 outlined the DoD directive for Department of the Navy (DoN) investigation work to be submitted to OPM. This action was temporary to allow DSS to clear a severe backlog of pending investigations. The reference now will direct that effective 1 April 2002, all DoN clearance investigation work will return the DSS.

3. Information. DSS receives work exclusively using the Electronic Personnel Security Questionnaire (EPSQ). All work can only be transmitted electronically. MCRC currently is mailing SF-86/EPSQ's to OPM. The SF-86 is contained in the Automated Enlistment Package (AEP) but the EPSQ is not. MCRC G-6, in concert with contracted vendor support is in the progress of taking the common data structure of the SF-86 in the AEP, and creating a file that can be uploaded or connects to the DSS server. This would eliminate the requirement for dual data entry, into the AEP and EPSQ. The downside to this is MCRC G-3/G-6 cannot be assured this initiative can be accomplished prior to the 1 April 2002 deadline.

4. Action:

a. All RS's and RSS's should become familiar/re-familiar with the EPSQ software. The DSS website is www.dss.mil. The website contains the EPSQ Version 2.2 which is the current DSS software. Any station not using EPSQ 2.2 must remove previous versions and download the EPSQ 2.2 version. Recruiters and NCOIC's should download the Subject Version, and RS Staff and/or MEPS LNCO's the Security Officer Version. Also the website contains some of the following:

- (1) EPSQ Instructions (Subject & Security Officer)
- (2) On-Line Instructions "How to Use EPSQ"
- (3) EPSQ/SF-86 Worksheets
- (4) Frequently Asked Questions (FAQ)

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b. MCRC will notify the command by separate correspondence of the final implementation procedures for the switch from OPM to DSS. This frost calls intent is to simply introduce and allow stations the opportunity to plan and train accordingly.

5. This frost call will be cancelled upon receipt of the MCRC Frost Call containing implementation instructions for the submission of all DoD/DoN clearance investigations to DSS.

6. Point of contact is M. J. Styka, Policy Analyst, MCRC G-3, at commercial (703) 784-9403 or DSN 278-9403.



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By direction